

**MINUTES OF THE SHORT TERM RENTAL AD HOC COMMITTEE
OF THE CITY OF GALVESTON
REGULAR MEETING - JULY 9, 2025**

7/9/2025 - Short Term Rental Ad Hoc Committee Minutes

1. Declaration of a quorum and call meeting to order

Claire Reiswerg declared a quorum and called the meeting to order at 1:00 p.m.

2. Roll Call

Present: Committee Members Claire Reiswerg, Dominique Brown, Sheila Lidstone, David Bloom, and Debra Burkley (1:06 p.m.); Stakeholder Members Christine Bryant, Liz Overton, Chris Wren, and Robert Zahn; Tim Tietjens (City Staff); and Bob Brown (City Council).

Others present: Marie Robb (Mayor Pro Tem), Alex Porretto (City Council), Teresa Evans (New Development Services Director), and Heather Morris (City Marshal).

Absent: Joseph Spencer and Ted Shook (Committee Members).

3. Consider Approval Of Meeting Minutes

3.A Draft Minutes June 11, 2025

Sheila Lidstone made a motion to approve the June 11, 2025 meeting minutes, with David Bloom seconding the motion. Unanimously approved by those present (4-0).

4. Public Comment

Members of the public may address the Committee. Speakers will be limited to three minutes.

No public comments were received.

Teresa Evans, the new Development Services Director that will take over after Tim Tietjens retires, was introduced to the committee.

Heather Morris, the new City Marshal, was introduced to the committee.

5. Discuss STR Committee presentation at the June 26th City Council workshop.

(Reiswerg, Bloom, Brown)

Claire Reiswerg, Council Member Bob Brown, and David Bloom provided key points from City Council Workshop discussion.

- **The three motions approved by the committee were presented to City Council, receiving support to continue working on STR ordinance revisions.**
 - **Council agreed to send the parking section of the ordinance back to Development Services due to its complexity.**
 - **A draft ordinance incorporating committee input is expected by August, with Council review possible in October.**
 - **The committee sunsets in December, so recommendations may be delivered in phases.**
 - **Council advised looking at other city ordinances (e.g., Corpus Christi, San Antonio) for ideas.**
6. Discuss best practices, compliance and enforcement measures for STR operators/owners including registration and HOT compliance for recommendations to City Council

The committee reviewed the STR registration process, documentation, and complaint form to identify improvements and clarify owner/manager roles and responsibilities.

Key Issues & Discussion Points:

- **Use GCAD number as a unique property ID to avoid address inconsistencies; require upfront with instructions.**
- **Address verification challenges and potential misuse; suggest affidavits for accuracy.**
- **Zoning checks and HOA compliance confirmation needed in registration.**
- **Clarify property types (e.g., ADUs, duplexes) and owner vs. manager info collection.**
- **Confusion over owner/operator roles; suggestion to clearly differentiate and add “active rental” checkbox.**
- **Updating management info is currently cumbersome; system should allow easier updates without full re-registration.**
- **Local contact must be reliable and 18+, with preference for real individuals over answering services.**
- **Software limitations cause data inaccuracies and enforcement difficulties.**
- **Enforcement should focus on complaint-driven model, with better flagging of invalid data.**

Recommendations:

- **Require signed affidavits or attestations confirming compliance and accurate contact info.**
- **Provide zoning and HOA check tools and clarify occupancy/parking definitions.**
- **Improve registration software flexibility and integrate with STR platforms.**
- **Require key info confirmation during renewals.**
- **Develop clear occupancy limits tied to bedrooms and parking, enforceable with complaint data and floor plans where feasible.**
- **Balance regulation with property rights, avoiding overly burdensome inspections.**

Next Steps:

- **Continue refining registration process, floor plan review, and complaint handling.**
 - **Prepare draft ordinances based on data and feedback.**
 - **Enhance communication with property owners/managers about responsibilities.**
7. Discuss education campaigns for STR operators/owners/community for future recommendations to City Council
 8. Suggested future agenda items by Committee Members
 9. Decide Next Meeting Time and Date

The committee discussed meeting weekly, and scheduled the following dates:

- **July 15, 2025 at 1:00 PM in Room 100.**
- **July 23, 2025 at 1:00 PM in Room 204.**

10. Adjournment

The meeting was adjourned at 3:00 PM.



Janelle Williams, City Secretary

Date Approved: July 15, 2025

